



## Homes and Community Renewal

### *Job Opportunities at New York State Homes and Community Renewal*

*Build a career while building a better community. Rewarding careers in Public Service start here!*

### **AVP/INFORMATION SECURITY OFFICER – Information Technology**

**New York State Homes and Community Renewal (HCR)** fosters the creation and preservation of high quality affordable housing, while working strategically to revitalize neighborhoods and communities throughout the Empire State. Under the leadership of Governor Andrew M. Cuomo and Commissioner RuthAnne Visnauskas, **HCR** is a vibrant, innovative agency that integrates and leverages New York State's housing resources. We have offices in New York City, Albany, Buffalo and Syracuse, and employ a diverse workforce of professionals who are hard-working and committed to serving low and moderate income families. Our mission is far reaching, encompassing single and multifamily housing finance, home improvement, rent regulation, housing subsidies, and community development. We partner regularly with a variety of public and private stakeholders.

Achieving this mission requires a wide range of skills and backgrounds in public policy, administration, real estate, architecture, finance, law and many other areas of expertise. We seek to provide a workplace environment that is productive, flexible, accountable, ethical and caring. Our employees are empowered to make a difference where they live and work. We offer competitive pay and a comprehensive benefits package, including paid leave, health, dental, vision, retirement and family-friendly policies.

**The Office of Professional Services (OPS)** is responsible for all administrative and support services, including Human Resources, Communications and Public Information, Legal Affairs, Fair Housing, Policy Development, Competitive Procurement and Contract Management, Fiscal Planning, Accounting and Treasury Services, Facilities and Building Management Services, Internal Audit, Project Management and Information Technology Services. OPS values professionals that enjoy working in a fast-paced environment and who have the skills required to effectively plan, direct, and coordinate HCR's wide array of support services.

The AVP/Information Security Officer functions as one of the lead technical resources for the Information Technology (IT) team.

#### **DUTIES:**

Essential duties and responsibilities include the following:

- Works and collaborates with the Agency's managed security service provider vendor to monitor for any potential cybersecurity threats and vulnerabilities to the Agency's Network, systems and endpoints.
- Works and collaborates with the Agency's managed security vendor to perform annual penetration tests of the Agency's Wi-Fi and public facing Web applications and systems.
- Continuously evaluates new security threats and makes recommendations to IT management for mitigation of such risks and threats.



## Homes and Community Renewal

### *Job Opportunities at New York State Homes and Community Renewal*

- Investigates all security violations and reports appropriately to the Agency's management and at times to the NYS Office of Cyber Security.
- Conducts appropriate follow-up to any security violations.
- Develops and implements information security policies, standards, procedures and other control processes that meet the business needs of the Agencies and the NYS Office of Cyber Security and Critical Infrastructure Coordination (CSCIC) as well as other regulatory entities.
- Provides continuous consultation to IT and management regarding all aspects of information security.
- Provides technical security consultation to IT management for the various Agency system environments (Windows, Linux, AWS cloud, Internet Gateway, etc.)
- Monitors and makes recommendations to the Agency Firewall rules.
- Works with IT staff to ensure that security practices and procedures meet the information security policy requirements.
- Monitors the Agency's Internet usage to ensure compliance to the Agency's Information Systems Policies and Procedures.
- Monitors the Agency's email filter and makes recommendations on a need be basis.
- Develops and implements an information security awareness for the Agency and where appropriate, Agency business partners.
- Reviews and monitors the access rights of all Agency staff on a regular basis. This includes reviewing of all staff access rights.
- Continuously being aware of laws and regulations that could affect the Agencies' information security policy, procedures and practices Researches and evaluates new technologies, and latest cybersecurity trends and procedures.
- Develops and implements policies and procedures related to Information Security.

#### **QUALIFICATIONS:**

- Must have 10+ year's working experience in an information security related field.
- Certified Information Systems Security Professional (CISSP) and/or CISM certification a must.
- Must have solid working knowledge of encryption techniques and protocols.
- Experience with Windows 2019+, TCP/IP, or network administration a plus.
- Experience developing Internet and/or Intranet-based systems a plus.
- Must possess excellent oral, written communications skills, and be able to work effectively with IT management, technical staff, and all levels of Agency staff.
- Must possess strong analytical skills - as evidenced by education and/or work experience.
- Bachelor's degree required; Information Technology related major is preferred; graduate credits or degree a plus.

This job description is not intended to be all-inclusive and employee will be expected to perform other reasonable related duties as assigned.



## Homes and Community Renewal

### *Job Opportunities at New York State Homes and Community Renewal*

#### **WHAT WE OFFER:**

- Extensive benefits package including paid leave, excellent health, dental, vision and retirement benefits;
- Exciting opportunity to be part of New York's resurgence to greatness
- Promotional opportunities for dedicated professionals.

All internal SONYMA/HFA/AHC employees(only) are directed to apply via  
[internalcandidates@hcr.ny.gov](mailto:internalcandidates@hcr.ny.gov)

**Please Include your name in the subject line**

Applicants must include resume and cover letter

**New York State is an Equal Opportunity Employer (EOE)**